

UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEBRASKA

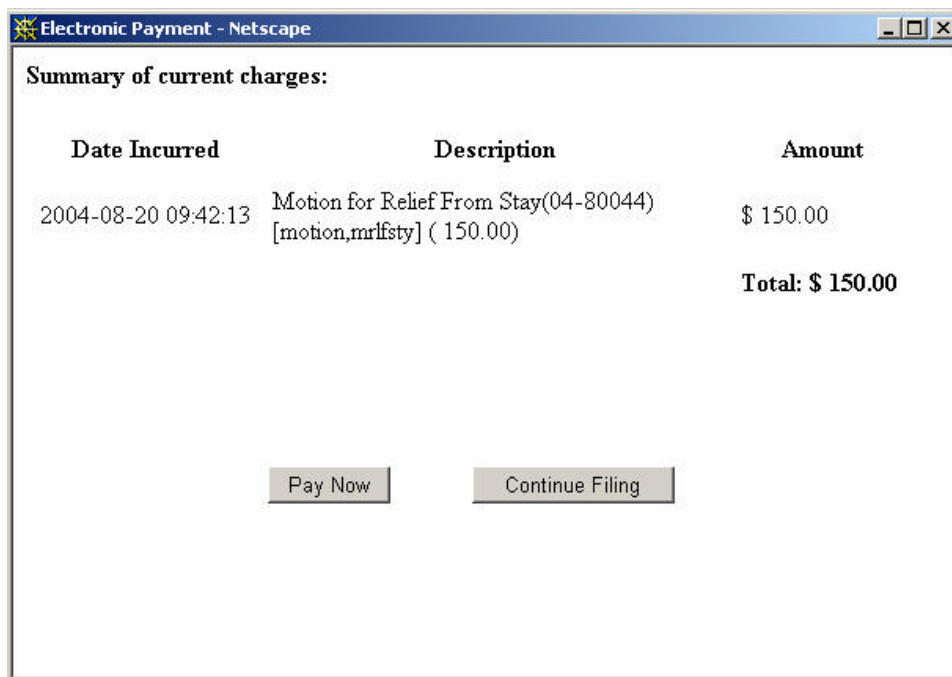
memorandum

Date: August 20, 2004
To: CM/ECF Filers
From: Patty Scheiblhofer, Operations Specialist
402-661-7464
RE: New procedure effective 8/12/04
Payment of Filing Fees over the Internet

The U. S. Treasury is changing the way it processes credit card payments. It is converting from a system called iPOS to a new system called Pay.gov. To accommodate these changes, we are updating CM/ECF to a new version on Saturday, August 21, 2004.

The portions of the payment process that are a part of CM/ECF remain the same (except for minor modifications); however, there are now multiple screens for the U. S Treasury process.

Filing your document has not changed. Once your entry has been made, a pop-up window will appear on your screen so that the associated credit card charge may be paid. This is the same screen that you currently see in CM/ECF.



The screenshot shows a Netscape browser window titled "Electronic Payment - Netscape". Inside the window, there is a section titled "Summary of current charges:" followed by a table with three columns: "Date Incurred", "Description", and "Amount".

Date Incurred	Description	Amount
2004-08-20 09:42:13	Motion for Relief From Stay(04-80044) [motion,mrlfsty] (150.00)	\$ 150.00
		Total: \$ 150.00

At the bottom of the window, there are two buttons: "Pay Now" and "Continue Filing".

Once you select *Pay Now*, a security protected screen appears that allows you to complete the credit card process.

The following Pay.gov screens are new.

Be patient – it may take several seconds for each screen to appear.

Pay.Gov - Enter Payment Information - Mozilla

[Notices & Agreement](#)

Enter Payment Information

Cardholder Name: Pat Scheiblhofer *	Plastic Card Payment Steps 1. Select Payment Type 2. Enter Payment Information 3. Authorize Payment / Payment Summary 4. Payment Confirmation
Address: 456 Main St *	
Address 2:	
City:	
State: <input type="text"/> --OR-- Province / Region / County:	
Country:	
(Instead of state, if necessary)	
Zip Code: 68105 *	
Card Type: Visa *	
Card Number: *	
Security Code:	
Expiration Date: <input type="text"/> / <input type="text"/> *	
Payment Amount: \$26.00 *	

A card authorization must be received before midnight Eastern Time if payment is to occur as early as the next day. If the U.S. Treasury Department's designated depository is closed on a scheduled payment date (including weekends and some holidays), the payment will occur the next day the depository is open.

Fields followed by asterisks (*) are required.

Cardholder name, the first address line, and zip code default to the values shown in CM/ECF.

Please be aware that:

- 1) There is no verification of these values by pay.gov; and
- 2) Changing any of these fields on this screen does **not** affect your CM/ECF account. Any needed changes to your address must still be made by contacting the court.

When the filer clicks the *Continue* button, a summary screen is displayed.

Pay.Gov - Payment Summary and Authorization - Mozilla

[Notices & Agreement](#)

Payment Summary and Authorization

Cardholder Name: Pat Scheibhofer Address: 456 Main St Address 2: City: State: Country: Zip Code: 68105 Card Type: Visa Card Number: *****1111 Expiration Date: 8 / 2004 Payment Amount: \$25.00 Current Date and Time: 08/20/2004 12:32 PM	Plastic Card Payment Steps 1. Select Payment Type 2. Enter Payment Information 3. Authorize Payment / Payment Summary 4. Payment Confirmation
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Authorization*

☒ I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

Confirmation Receipt Request

To have a confirmation email sent to you upon completion of this transaction, provide an email address and confirmation below...

Email Address:

Re-enter Email Address to Confirm:

Press the "Make Payment" button only once. Pressing this button more than once could result in multiple transactions.

The attorney must :

- 1) Click the Authorization checkbox before
- 2) Clicking the *Make Payment* button.
- 3) Optional - Enter an email address allowing a confirmation receipt to be sent to your email account.

If processing is successful, a receipt generated by CM/ECF is displayed. The receipt now has a link for printing, and the transaction number has a different format. If the attorney entered an email address in the screen shown above, he will also receive a receipt from Pay.gov.

The "Internet Credit Card Manual" currently on our website will be updated, and you will be notified when it is ready for your use.

As always, please feel free to contact me if you have any questions.